



INSPECTIONAL SERVICES DEPARTMENT

City of Cambridge • 831 Massachusetts Avenue • Cambridge, Massachusetts 02139

617-349-6100 • TTY 617-349-6112 • Fax 617-349-6132

Ranjit Singanayagam - Commissioner

Application for a PERMIT to Build, Alter, or Repair ANY BUILDING
(other than a 1 or 2 family Dwelling) in accordance with Massachusetts State Building Code 780 CMR (MSBC).
Application must be filled out COMPLETELY in ink.

Building Address

Building Owner _____ Phone # _____
Owner Address _____
Contractor _____ Phone # _____
Contractor Address _____
Architect/Engineer _____ Phone # _____
Address _____

TYPE OF WORK: New Construction _____ Addition _____ Change of Occupancy _____
Repair _____ Alteration Level 1 _____ Alter Level 2 _____ Alter Level 3 _____ Roof _____

EXISTING BUILDING INFORMATION (Required – MSBC Ch. 34 Sec 101.5.4.0 Amended)

Current Use _____ Proposed Use _____
For Residential Use: Current number of dwelling units _____ Proposed number of dwelling units _____

Building Construction type:
Non-Combustible (Type I/II) _____ Masonry/Wood (III) _____ Wood (IV,V) _____

Building Equipped with : Sprinkler System: Yes / No Fire Alarm: Yes / No Smoke Detection: Yes / No

Provide a description of the building: _____

Description of Proposed Work: Include effects of the proposed work on the structural, egress, fire protection, energy conservation, light, and ventilation systems of the space or building. Include any changes as listed in Zoning Information (pg 2).

Note: 2 sets of construction documents, plus 1 set in digital format, required to be submitted for review.

ESTIMATED COST OF CONSTRUCTION:

Building _____ HVAC _____
Electric _____ Sprinklers _____
Plumbing/Gas _____ Fire Detection _____
Gas Fitting _____ Fire Suppression _____

Total Estimated Cost of Construction

Total Construction costs include all work done concurrently with the work contemplated by the Building Permit including demolition, plumbing, heating, electrical, air conditioning, painting, wall to wall carpeting, landscaping, site improvements, etc. Furnishings and portable equipment are not part of the total construction cost. A signed copy of contractor/client contract must be included with Application. A final cost affidavit completed by the owner will be required at construction completion for all projects (affidavit required for final sign-off).

ZONING INFORMATION (REQUIRED) The Applicant is responsible for proving Zoning compliance.

Current Use _____ Proposed Use _____ Zone _____ BZA/PB Case # _____

For residential: Current number of dwelling units _____ Proposed number of dwelling units _____

Proposed work includes – reconstruction of an existing exterior building element (porch, deck, etc.). **Provide recent photos of existing conditions, and fully dimensioned plans and elevations.**

Proposed work includes - enclose a covered porch, build uncovered exterior stairs, build decks at the 1st floor level, build roof decks over existing 1st or 2nd floors, create new windows (including moving existing windows), doors, or skylights. **Provide a stamped and scalable surveyor’s plot plan, the height of the highest point of the roof, recent photos of existing conditions, and fully dimensioned plans and elevations. If Zoning Appeal case, include copy of registered decision.**

Proposed work includes – new construction, additions, dormers, bays, balconies, covered stairs/landings and/or porches, decks at the 2nd floor level or higher, roof decks over the 3rd floor or higher, or to excavate a basement, change any floor or ceiling height, change the use or increase the number of dwelling units of a building, erect an outbuilding, or to do any similar work. **Provide all previously listed documents, plus a comprehensive Zoning Analysis showing compliance with all aspects of the Cambridge Zoning Ordinances. If BZA or Planning Board case, include copy of registered decision.**

None of the above. The proposed work is not of the types listed above and is not regulated by the Zoning Ordinance.

Certified Plot Plan: For new structures and additions, a certified plot plan shall be submitted after the foundation is poured and before further work commences.

Energy Conservation: Effective July 1, 2010, the City of Cambridge has adopted the Stretch Energy Code, 780 CMR115AA. The Stretch Code requirements are in addition to the requirements of the most recently published version of the ICC International Energy Conservation Code (IECC). Check all applicable:

- The proposed project is subject to Stretch Code and/or IECC provisions and documentation indicating compliance has been included with this application.**
- The proposed work involves changes to the building lighting system and a Lighting Power Density Report has been included with this application.**
- The proposed work does not access or affect the building energy envelop.**

All Residential work requires a completed Energy Star Qualified Homes Thermal Bypass Inspection Checklist at final inspection. This form is available at www.energystar.gov or from the Building Official.

Fire Protection:

For proposed work that may include any fire protection work as regulated by MSBC Ch. 9 Fire Protection Systems, review and approval of the construction documents by the Cambridge Fire Department is required before submittal.
Camb. Fire Dept. has reviewed this application Yes / No

A Narrative Report describing all fire protection systems and their operation is required to be submitted with this application (Sec 902.1 #1a, MSBC Amended). **This report has been submitted Yes / No**

All Fire Protection design documents and calculations are required to be submitted as part of the Building Permit Application.

Noise Ordinance Affidavit

The undersigned as the Architect/Construction Supervisor for this proposed construction, do hereby certify knowledge of Chap 8.16 of the Cambridge Municipal Code concerning noise-control.

I certify that necessary actions will be taken concerning the design, specification of, and location of noise producing equipment: e.g., transformers, air handling units, etc., to insure that this project will not result in noise levels that exceed that allowed by the Municipal Code.

Name _____ Title _____

Signature _____ Registration/License # _____

Please note that additional Mechanical Permits and Sheet Metal permits may be required for installation of any mechanical system. New rooftop units (including solar panels) require an existing building analysis by a Registered Structural Engineer for suitability of the installation.

CONSTRUCTION SERVICES (REQUIRED)

Any project proposed for any building over 35000 ft³ must meet the requirements of Sec.107.6 & Chapter 17, MSBC.

Architect / Registered Design Professional (Construction Control Sec 107, MSBC Amended)

Name _____ Phone # _____

Firm _____ Cell Phone# _____

Address _____

MA Registration Number _____ Email Address: _____

Application shall include signed and stamped letter from Registered Design Professional attesting to duties and obligations required by Sections 107.6 (Construction Control) and Chapter 17 (Structural Tests and Special Inspections) MSBC Amended. Application shall also include schedule of tests, inspections and observations as required by Section 1701.1.1 MSBC Amended.

Structural Peer Review (MSBC 780 CMR 105.9 Amended):

Is Independent Structural Engineering Peer Review required Yes _____ No _____

If Yes, review must be submitted with application. Peer Review is required for high rise construction or buildings of unusual complexity as determined by the BBRs.

Read Before Signing: The undersigned hereby certifies that he/she has read and examined this application and that the proposed work subject to the provisions of the Massachusetts State Building Code and other applicable laws and ordinances is accurately represented in the statements made in this application and that the work shall be carried out in accordance with the foregoing statements and in compliance with the provisions of law and ordinance in force on the date of this application to the best of his/her ability.

Licensed Construction Supervisor

Name _____ Phone # _____

Address _____ Cell Phone # _____

License Number _____ Expiration Date _____ Class _____

Signature _____ Date _____

Email Address _____

Registered Home Improvement Contractor (required only for 3 or 4 family owner-occupied dwellings)

Name _____ Phone # _____

Address _____ Cell Phone # _____

Registration Number _____ Expiration Date _____

Signature _____ Date _____

Building Owner of Record (application must be signed by OWNER of Building)

Name _____ Phone # _____

Address _____

Signature _____ Date _____

Email Address _____

Hold Harmless Clause: The Permittee(s) by acceptance of this permit agree(s) to indemnify and hold harmless the City of Cambridge, and its employees, from and against any and all claims, demands and actions for damages resulting from operations under this permit, regardless of negligence of the City of Cambridge, and its employees, are to assume the defense of the City of Cambridge, and its employees, against all claims, demands and actions.

PERMIT NO.

FEE

MASSACHUSETTS GENERAL LAW REQUIREMENTS

Workers Compensation Insurance Affidavit (MGL c. 152 §25C96)

A Certificate of Insurance indicating Worker's Compensation coverage or a completed Workers Compensation Insurance Affidavit must be submitted with this application. Failure to provide this affidavit will result in the denial of the issuance of the Building Permit. Failure to secure coverage as required under Section 25A of MGL c.152 can lead to imposition of a fine of up to \$1500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator.

Signed Affidavit Attached Yes ___ No ___

Construction Debris Affidavit (MGL c 40 §54)

As result of the provisions of MGL c 40 §54, I acknowledge that as a condition of the Building Permit, all debris resulting from the construction activity governed by this Building Permit shall be disposed of in a properly licensed waste disposal facility, as defined by MGL c 111 §150A.

The debris will be disposed at/by _____

Roll-Off Dumpster or Container? Yes / No / Specify _____ Dumpster Permit # _____

Signature _____ Date _____

I certify that I will notify the Building Official by _____ (two months maximum) of the location of the solid waste disposal facility where the debris resulting from said construction activity shall be disposed of, and I shall submit he appropriate form for attachment to the Building Permit

Signature _____ Date _____

OFFICIAL USE ONLY

Department Approvals

BZA _____ Date _____ Electrical _____ Date _____
Planning Board _____ Date _____ Plumbing _____ Date _____
Historic _____ Date _____ D.P.W. _____ Date _____
Fire Dept. _____ Date _____ Parking _____ Date _____

Application Approval (Subject to the provisions of the Massachusetts State Building Code 780 CMR and the Zoning Laws of the City of Cambridge.)

Application and Plans Accepted By: _____ Bin _____ Date _____

Zoning Approved By: _____ Date _____

Plan Review Approved By: _____ Date _____ AAB Review by: _____ Date _____

Permit Approved/Granted By: _____ Date _____

Inspection Record

Final Inspection Made

Date _____ By: _____

Certified Foundation Plan submitted: Yes ___ No ___ Certificate of Occupancy issued: Yes ___ No ___

Final Cost Affidavit: Yes ___ No ___ General Contractor Final Affidavit: Yes ___ No ___

Architect Final Affidavit: Yes ___ No ___ Structural Engineer Final Affidavit: Yes ___ No ___

Final as-built drawings submitted in digital format? Yes ___ No ___